



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

Board of Delegates Meeting

Wednesday, October 28, 2020

6:00 PM

Held via simultaneous communication on Webex

Delegates and Alternate Delegates Attending:

Wilma Laney, Town of Aberdeen
Bob Smith Town of Angier
Brett Gantt, Town of Apex
Mark B. Wilson, Town of Archer Lodge
Thomas Beal, Town of Broadway
Ranee Haven O'Donnell, Town of Carrboro
Jennifer Robinson, Town of Cary
Lori Bush, Town of Cary (E)
Diana Hales, Chatham County (E)
DeDreana Freeman, City of Durham
Larry Smith, Town of Fuquay-Varina
Ken Marshburn, Town of Garner
Kathleen Ferguson, Town of Hillsborough
Shaun McGrath, Town of Holly Springs
Butch Lawter, Johnston County

Jessica Day, Town of Knightdale (E)
Amy Dalrymple, Lee County
Steve Rao, Town of Morrisville (E)
Sally Greene, Orange County
Kevin Drum, Village of Pinehurst
Pamela Baldwin, Town of Pittsboro
Donald Rains, Town of Princeton
Ronnie Currin Town of Rolesville
Rebecca Salmon, City of Sanford
Byron McAllister, Town of Selma
Bill Haiges, Town of Siler City
Andy Moore, Town of Smithfield
Sig Hutchinson, Wake County
Chad Sary, Town of Wake Forest
Larry Loucks, Town of Zebulon

Delegates Absent:

Jerry Medlin, Town of Benson
David Seiberling, Town of Cameron
Jimmy Chalfinch, Town of Carthage
Michael Parker, Town of Chapel Hill
Jim Crawford, Chatham County (E)
Jason Thompson Town of Clayton
James A. Hill, Durham County
Tim Cunnup, Town of Goldston
Trinity Henderson, Town of Kenly
James Roberson, Town of Knightdale

Jay Langston, Town of Micro
Satish Garimella, Town of Morrisville
Penny Rich, Orange County (A) (E)
Jeff Holt, Town of Pine Level
Corey Branch, City of Raleigh
Lonnie English, Town of Robbins
John Dunn, Town of Smithfield (A) (E)
Carol Haney, Town of Southern Pines
Jon Lutz, Town of Wendell
David McGowan, Town of Wilson's Mills

(A) – Alternate Delegate (E) – Excused Absence

TJCOG staff attending:

Renée Boyette, Administration & Member Services
Director
Erika Brown, Senior Planner
Sean Flaherty, Principal Planner
Alex Halloway, AmeriCorps Member
John Hodges-Copple, Regional Planning Director

Joseph Hoffheimer, Planner II
Alana Keegan, Engagement Specialist
Mary Warren, Aging Director
Jack Watson, AmeriCorps Member
Lindsay Whitson, Senior Planner
Lee Worsley, Executive Director

Also Attending:

Justin Cappleman, Liebel-Flarsheim Company, LLC
Alissa Korson, Liebel-Flarsheim Company, LLC
Scott Levitan, Research Triangle Park

Ellen Reckhow, FTZ #93 Board
Tom White, FTZ #93 Board

Call to Order, Welcome, Roll Call and Declaration of Quorum

Chairman Donald Rains called the meeting to order at 6:00 PM and welcomed all attendees. Renée Boyette, Administration & Member Services Director, conducted the roll call to verify the attendance of delegates and alternates, then declared a quorum was present.

Review of Agenda

Chairman Rains presented the agenda for the August 26, 2020 Board of Delegates meeting and asked if any delegates wanted to make changes to the agenda. Hearing no changes, Chairman Rains moved forward with the agenda as presented.

Recognitions and Presentations

Chairman Rains announced the passing of former Mayor Ronnie Williams of Garner and Mayor John Grimes of Siler City.

- **Moment of Silence and Introduction of A Resolution in Memory and Honor of Ronnie Williams, Former Delegate to the Triangle J Council of Governments**

Chairman Rains stated that Ronnie Williams was Mayor of the Town of Garner from 2015-2019, and previously served as a Councilman. He was the delegate or alternate delegate to Triangle J from 2003-2019. Chairman Rains said that Mayor Williams will be missed and asked Ken Marshburn to say a few words about Mayor Williams.

Ken Marshburn said Mayor Williams enjoyed his time on the TJCOG Board and read excerpts from an article written about Mayor Williams. Mr. Marshburn also noted that he served as alternate delegate when Mayor Williams was delegate and they often attended TJCOG Board meetings together.

Chairman Rains noted the resolution would be adopted via the Consent Agenda and asked delegates to observe a Moment of Silence in his remembrance. After the Moment of Silence, Chairman Rains noted the Resolution would be sent to Mayor Williams' family.

- **Moment of Silence and Introduction of A Resolution in Memory and Honor of John Grimes, Former Alternate Delegate to the Triangle J Council of Governments**

Chairman Rains stated that Siler City Mayor John Grimes passed away on October 20, 2020. He served as the alternate delegate to TJCOG. Chairman Rains asked Bill Haiges to say a few words about Mayor Grimes.

Mr. Haiges said Mayor Grimes will be sorely missed. He talked about Mayor Grimes love of Wake Forest University, including his football career there. Mayor Grimes also previously received the Order of the Long Leaf Pine.

Chairman Rains noted the resolution would be adopted via the Consent Agenda and asked delegates to observe a Moment of Silence in his remembrance. After the Moment of Silence, Chairman Rains noted the Resolution would be sent to Mayor Grimes' family.

- **Recognize Ellen Reckhow for her Service to the Research Triangle Area Foreign Trade Zone**

Chairman Rains said it was an honor to recognize Durham County Commissioner Ellen Reckhow who will be retiring from the FTZ #93 Rates, Tariff and Legal Review Board and asked Ms. Boyette to present this item.

Ms. Boyette noted her appreciation and thanked Ms. Reckhow, saying she has worked with her since coming to Triangle J in 1996. Ms. Boyette said the FTZ Board virtually awarded a plaque to Ms. Reckhow at their October meeting. She then recognized Tom White, Chair of the FTZ Board and asked him to provide comments.

Mr. White said it was an honor to recognize Commissioner Reckhow for her service on the FTZ Board for 18 years. He recapped a number of honors she has received over the years and read the plaque presented to her and thanked her again for her service.

Chairman Rains asked Ms. Reckhow if she would like to make a few comments.

Ms. Reckhow said it was a pleasure to come back to a meeting at Triangle J and how what she learned at COG meetings made her a better commissioner. She noted she was surprised to learn she was on the FTZ Board for 18 years.

Ms. Reckhow commended the leadership of the FTZ program, specifically Tom White as Board chair and Renée Boyette as staff to FTZ Board. She said she is proud that we have a very dynamic Board and the FTZ program has grown to serve 15 counties. She said the FTZ is an important tool as we attempt to recruit industry to the Triangle area.

Ms. Reckhow thanked everyone for this recognition and said she will continue to be an active citizen. Chairman Rains responded that Ms. Reckhow has truly made the Triangle a better place to live and thanked her for her service.

Ms. Boyette also recognized TJCOG delegates Rebecca Salmon and Bill Haiges who also serve on the FTZ Board.

Ms. Salmon said she was so impressed with Ellen's leadership and her tempered thoughtful compassionate approach. She said she has learned a lot from Ms. Reckhow and has been inspired by her. Ms. Salmon wished Ms. Reckhow all the best.

Mr. Haiges echoed those comments and said he has watched and learned from what Ms. Reckhow brings to the table. He thanked her for being an inspiration and wished her all the best.

Mr. Worsley said he was honored and lucky to work for Commissioner Reckhow when in Durham County on a number of items. He noted he was always impressed with how prepared she was and how she represented constituents with a lot of passion.

Chairman Rains pointed out comments that were added in the chat box. Pamela Baldwin thanked Ellen for her service and sharing her knowledge.

Chairman Rains again congratulated Ms. Reckhow. Ms. Reckhow noted there is a special place in her heart for TJCOG. She spoke about how much she valued John Hodges-Copple as a resource. She said she will be first in line to champion the great work TJCOG does.

- **Presentation from Research Triangle Park Foundation President/CEO Scott Levitan**
Chairman Rains asked Mr. Worsley to introduce this item. Lee Worsley, TJCOG Executive Director, introduced Research Triangle Park (RTP) Foundation CEO Scott Levitan to share information about the RTP and upcoming plans.

Mr. Levitan shared the mission of the Research Triangle Foundation which has remained the same for 61 years. He said the Park has very diverse technology sectors and 310 companies. The Frontier is an incubator/start up space in the Park and has over 100 companies located there. The Park has also announced \$1.4 billion in investment and 2000 jobs since January 2020.

Mr. Levitan said the Frontier was a collection of 500,000 square feet of obsolete buildings and now houses over 100 companies and 1600 direct jobs. This is not an incubator but includes a lot of programming such as yoga, Ted-type talks, etc.

Mr. Levitan said the Park broke ground last year on Boxyard RTP which is comprised of 35 shipping containers and will house 12+ unique local restaurants and retailers. Plans are to open on February 21, 2021.

Mr. Levitan spoke about the HUB RTP project, a mixed used project. The first phase is on 44 acres and includes 6000 direct jobs. Durham County is partnering on this project which will include office, retail, hotel, and housing and will be a regional recreational facility.

Mr. Levitan highlighted the following strategic regional initiatives and the Research Triangle Foundation's commitment to them:

- Mobility and transit,
- STEM workforce pipeline
- development, and Inclusionary
- workforce housing.

Mr. Levitan said his team is fortunate to have a Board that allows them to think about RTP's role in these initiatives. He said they have a tremendous opportunity to learn from cities that have not gotten ahead of the game on these important regional strategies and the Foundation is committed to planning for regional mobility.

Mr. Rao asked how we can work with RTP and business leaders to provide a dashboard of STEM skills that are needed. Mr. Levitan said they just executed a MOU with the UNC Kenan Flagler School of Business and the School will locate an Entrepreneurship Program in the RTP.

Mr. Levitan shared information about an event in Warren County and how they can be more involved with RTP. The Foundation executed a partnership with Warren County to develop an incubator there. Mr. Levitan said he would love to work with more of the "halo counties".

Chairman Rains thanked Mr. Levitan for his presentation.

- **Introduction of new TJCOG staff members**

Chairman Rains asked Mr. Hodges-Copple, Ms. Brown and Ms. Whitson to introduce the new staff members.

John Hodges-Copple, Regional Planning Director, introduced Sean Flaherty and noted this is his reintroduction to TJCOG. Mr. Flaherty will head up the Transportation Demand Management Program and the Alternative Fuel Resiliency Plan. Mr. Flaherty said it is an honor and privilege to be back and looks forward to working with the team.

Erika Brown, Senior Planner, introduced Jack Watson as the Home Repair and Engagement Specialist with the housing program. She noted he is part of the Resilience Corps NC (AmeriCorps) Program and his term began in September 2020 and will end in July 2021. He will be working with homeowners and rehab specialists.

Mr. Watson said he just graduated and has some experience with housing and community development and working with database management and fundraising. He will be working to facilitate NCHFA loans while trying to increase TJCOG's capacity to work with homeowners.

Lindsay Whitson, Senior Planner, introduced Alex Halloway an AmeriCorps member who started in September and will be working on economic resiliency-related projects in the region.

Ms. Whitson also introduced Joseph Hoffheimer, a Planner II who started last week. He was hired under the EDA CARES funding and his work will be centered around COVID relief efforts and mitigation and relief efforts.

Mr. Halloway said he is a recent grad and has an interest in collaborative planning. He will be assisting with CEDS projects and related work.

Mr. Hoffheimer noted he also just completed grad school and is excited to be at TJCOG. This EDA supported position includes technical assistance, regional analysis, grant writing, and strategic planning with local government and small business partners.

Chairman Rains welcomed all to the TJCOG staff.

Business

- **Receive request from Liebel-Flarsheim for sponsorship of their application for a FTZ Usage Driven Site with Production Authority**

Chairman Rains asked Ms. Boyette to introduce this item.

Ms. Boyette reported that at last week's FTZ #93 Rates, Tariff and Legal Review Board meeting Leibel-Flarsheim made a presentation asking for sponsorship of their application for a Usage Driven Site with Production Authority. The FTZ Board endorsed their request and now it comes to the TJCOG Board for the same action. After the presentation, action will be taken via the consent agenda. Ms. Boyette introduced Alissa Corson and Justin Cappleman and asked them to make this presentation.

Ms. Corson said Leibel-Flarsheim is a Guerbet Group company and Guerbet is a French company. She introduced Justin Cappleman, the plant director at the Leibel-Flarsheim facility in Raleigh. Mr. Cappleman provided information about the company and explained its evolution since its beginning in 1974. In 2019, Leibel-Flarsheim launched their first new product in over 25 years. The manufacturing plant makes syringes and glass bottles which are provided both domestically and internationally and can be packaged with medicine. The site is highly regulated and the only fill and finish site in North America for Guerbet. Mr. Cappleman said the site is expected to double in size and highlighted the products manufactured in the facility.

Ms. Corson then explained how the FTZ will be utilized for Dotarem production. She noted that all prior foreign-sourced products have been duty-free, but a chelating agent used in Dota is not on the pharmaceutical appendix and is therefore dutiable at 6.5% of value. Deploying the FTZ will allow use of the inverted tariff and Dotarem will be duty free. Dotarem is supplied to 32 different counties from the Raleigh site. Ms. Corson also noted an additional use of FTZ is expected in the next year.

Mr. Cappleman noted Leibel-Flarsheim has been selling this product in the US since 2013 but it was produced by a contract manufacturer. In 2019, Leibel-Flarsheim began manufacturing Dotarem in Raleigh which will be the sole producer of Dotarem for the world.

Mr. Cappleman highlighted the demographics of Leibel-Flarsheim employees showing cities of residence, education, average age, and years of service. He also noted Leibel-Flarsheim

has 190-207 employees with approval for a total of 236 employees next year. He showed various employee engagement opportunities and involvement in the community.

Tom White, FTZ #93 Board Chair, thanked Mr. Cappleman and Ms. Corson for their presentation and the company's work in the community. Ms. Salmon said the FTZ Board was very enthusiastic about this request.

Ms. Boyette asked the Board of Delegates to endorse the request for sponsorship of the Leibel- Flarsheim application for an ASF usage-driven site designation and production authority designation for its Raleigh facility from the US FTZ Board.

Chairman Rains noted this action would be taken via the Consent Agenda.

- **Receive FTZ #93 Rates, Tariff and Legal Review Board Nominating Committee report**
Chairman Rains asked Ms. Salmon to introduce this item.

Ms. Salmon said the FTZ Nominating Committee had a great meeting and recommended the reappointment of Tom White, Steve Brantley, and Bo Carson to additional 3-year terms on the FTZ #93 Board. The Nominating Committee put forth Lori Bush, a Cary Town Council member, to complete the term of outgoing Board member Ellen Reckhow. The Nominating Committee also recommended Tom White to serve as 2021 chair and Bill Haiges to serve as Vice-Chair.

Ms. Salmon noted these recommendations were endorsed by the FTZ #93 Board and she is requesting the Board of Delegates make these appointments.

Don thanked Ms. Salmon for this report and said it will be considered via the Consent Agenda.

- **Appoint FY 2021 TJCOG Nominating Committee**

Chairman Rains noted tradition is that former TJCOG chairmen serve as the TJCOG Nominating Committee. He then appointed Jim Crawford, Ronnie Currin, Rebecca Salmon, Jennifer Robinson, and Pamela Baldwin to serve as the FY 2021 TJCOG Nominating Committee. Chairman Rains also appointed Jim Crawford to serve as Chairman of the Nominating Committee.

- **Consider FY2021 Merit Approach**

Chairman Rains asked Mr. Worsley to present this report.

Mr. Worsley reminded the Board of Delegates that approval of a merit increase for staff was delayed during the budget process due to budget uncertainties. He reported these uncertainties have been resolved. Mr. Worsley proposed awarding merit at 2% for employees eligible as of July 1, 2020 and becoming effective November 1, 2020. He also proposed awarding employees hired prior to July 1, 2020 a one-time bonus of \$750 to help

cover costs of working from home and making this payable on the November 6, 2020 paycheck. Mr. Worsley also noted he would not take the one-time bonus.

Chairman Rains noted the officers have reviewed and endorsed this plan. He said this recommendation will be considered on the Consent Agenda.

Consent Agenda

- ***Approve A Resolution in Memory and Honor of Ronnie Williams, Former Delegate to the Triangle J Council of Governments***
- ***Approve A Resolution in Memory and Honor of John Grimes, Former Alternate Delegate to the Triangle J Council of Governments***
- ***Approve Liebel-Flarsheim request for sponsorship of their application for a FTZ Usage Driven Site with Production Authority***
- ***Appoint FTZ #93 Rates, Tariff and Legal Review Board Members, Chair and Vice-Chair for Calendar Year 2021***
- ***Approve Advisory Council on Aging Bylaws Waiver Request***
- ***Approve August 26, 2020 Board of Delegates meeting minutes***
- ***Approve FY2021 Merit Approach***

Chairman Rains presented the Consent Agenda for approval and asked if anyone wished to pull an item for individual consideration. Having no such requests, *Ms. Freeman made a motion to approve the Consent as presented; Ms. Ferguson seconded the motion. Ms. Boyette conducted the vote via roll call; the motion was passed unanimously.*

Items Pulled from Consent Agenda

None.

Executive Director's Report

Mr. Worsley highlighted the following new projects:

- Selma - conduct town manager search
- Chatham County - pay and class study through partnership with PTRC
- Water Resources - 205(j) grant award
- Cities of Raleigh and Durham - administer watershed protection program

Chairman's Report

Chairman Rains wished luck to all running for election and expressed hope that 2021 will be a better year.

Around the Region

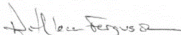
Alana Keegan, TJCOG Engagement Specialist, asked members to consider what they hope to achieve by the end of 2020 and be prepared to share this information at the next meeting.

Other Business

Having no further business, Chairman Rains asked for a motion to adjourn. *Mr. Drum made a motion to adjourn. Chairman Rains adjourned the meeting at 8:02 PM.*

DocuSigned by:

17DBDED897D149C...
Renee Boyette, Recording Officer

DocuSigned by:

476EA8F4100F43E...
Kathleen Ferguson, First Vice Chair